



## OCTOBER 2014 DIRECTOR'S NEWSLETTER

### October Calendar

Reminder: All Wednesdays this month are  $\frac{3}{4}$  Days at Lane and Davis Schools. The children will eat their lunch at school and ride the bus to KIDS' CLUB. Snack will be provided at KIDS' CLUB upon arrival.

- 1  $\frac{3}{4}$  day all public schools
- 8  $\frac{3}{4}$  day all public schools
- 13 KIDS' CLUB IS CLOSED for Columbus Day.
- 15  $\frac{3}{4}$  day all public schools
- 21 HALLOWEEN FAMILY NIGHT 6-7:30 pm - KIDS' CLUB FAMILIES ARE INVITED TO DRESS FOR THE OCCASION AND JOIN IN THE FESTIVITIES! **(NO SCAREY COSTUMES, OR WEAPON ACCESSORIES, PLEASE.)** A DINNER OF PASTA WITH MARINARA SAUCE OR LIGHT BUTTER, SALAD, ROLLS, AND A DRINK WILL BE OFFERED. HALLOWEEN FACE PAINTING, GAMES, CRAFTS, AND COOKIE DECORATING ARE JUST SOME OF THE ACTIVITIES THAT WILL BE BREWING! SIGN UP AT KIDS' CLUB BETWEEN 10/2/2014 AND 10/15/2014.
- 22  $\frac{3}{4}$  day all public schools
- 29  $\frac{3}{4}$  day all public schools

### November Calendar

$\frac{3}{4}$  day reminder: Wednesdays, November 5, 12, and 19 are  $\frac{3}{4}$  days at Lane and Davis Schools. On  $\frac{3}{4}$  days, all children will eat their lunch at school and ride the bus to KIDS' CLUB. Snack will be provided at KIDS' CLUB upon arrival.

$\frac{1}{2}$  day reminder: Wednesday, November 26 is a  $\frac{1}{2}$  day. On  $\frac{1}{2}$  days, the children in grades K-2 must bring a lunch and a beverage. We suggest the children in grades 3-5 also bring a lunch and a beverage as they eat very early at school and are hungry when they arrive at KC. Snack is provided at 3:00 PM on  $\frac{1}{2}$  days.

- 5  $\frac{3}{4}$  day all public schools
- 11 KIDS' CLUB is CLOSED for Veteran's Day.
- 12  $\frac{3}{4}$  day all public schools
- 19  $\frac{3}{4}$  day all public schools
- 26  $\frac{1}{2}$  day all public schools

27/28 KIDS' CLUB is CLOSED for the Thanksgiving Holiday.

**SCHOOL YEAR VACATION REGISTRATION FORMS and  
NO SCHOOL TEACHER WORKSHOP DAY REGISTRATION FORMS  
ARE AVAILABLE**

The December-February-April Vacation Week Registration Form and the January 16<sup>th</sup> and March 13<sup>th</sup> No School Teacher Workshop Day Registration Form are now available on the KIDS' CLUB website and in the foyer at KIDS' CLUB. Please note that a late fee will be charged for late registration.

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**HIGH ENROLLMENT AT KIDS' CLUB** - Due to an increase in enrollment, KIDS' CLUB has reached full capacity most days and has begun a wait-list for those families wanting to be contacted should an opening for child care become available. As always, families are urged to call as soon as they are aware of their child care needs to inquire about availability. Also, because separate registration is required, we encourage families interested in child care for this school year's **School Vacation Weeks** and **No School Teacher Workshop Days** to complete registration forms in order to secure a spot for their child(ren). Forms are available on our website and at our front desk.

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**"NO CALL" POLICY REMINDER** - In order to avoid a "No-Call" fee of \$5.00, parents should contact KIDS' CLUB when their child, who is scheduled to attend KIDS' CLUB that day, will not be attending the program. Thank you in advance for your kind cooperation.



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**DOES YOUR CHILD REMAIN AT SCHOOL FOR SCOUTS, DANCE, ART CLASSES, ETC.?** - KIDS' CLUB and the public schools **do not** share information regarding which children remain at school for afternoon activities. Many families find it beneficial to provide KIDS' CLUB with their child's afternoon schedule information **in written form**. With this information on record, KIDS' CLUB will not need to call your child's school to locate your child on these days and a \$5.00 "No Call" fee will be avoided.



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**GENTLE REMINDER: KIDS' CLUB 'SCHEDULE CHANGE' POLICY -**

- \* School Year tuition is always due on the 25<sup>th</sup> of the month in advance of the service month (EX: Due August 25 for September care).
- \* Schedule changes also must be made by the 25<sup>th</sup> of the month

prior to the month you are making changes for. **There are NO REFUNDS FOR PARTIAL MONTHS.**

\*All schedule changes must be made in writing using the DROP/ADD FORM and submitted to the office.

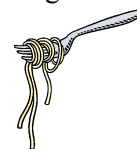
\* All DROPS are effective the first of the month.

\* All ADDS are on a “space available” basis.

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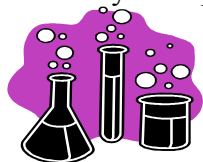
**FAMILY NIGHT HALLOWEEN PARTY** - Plan to join us from 6:00-7:30 PM on Tuesday, October 21, for the always festive KIDS’ CLUB Family Night Halloween Party. We are requesting that parents arrive at KIDS’ CLUB by 6:00 PM. Please note that children must be accompanied by an adult after 6:00 PM as the KC staff will be working the event. We will be serving a meal of salad, rolls, pasta with your choice of marinara sauce or butter, and a drink. The children will take part in Halloween activities such as crafts, face painting, and cookie decorating.

Once again this year, the children may want to visit our ever-popular Haunted Science Laboratory for a hands-on experience!! Bring the entire family! Sign up for this event at the front desk. See you there!



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**TOYS FROM HOME** - Although toys from home are usually allowed at KIDS’ CLUB, staff may ban specific toys or set limits as to when toys from home may be used. Parents will be notified with specifics when such bans are implemented. KIDS’ CLUB is not responsible for toys or electronic items brought from home that become lost or damaged. At the current time, we recommend that such items be left at home.



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**HEALTHY HANDWASHING PRACTICES AT KIDS’ CLUB** - I recently learned that not all our families may be aware of KIDS’ CLUB’s hand washing practices. I am sure most of us would agree that we should all be doing what we can to keep our children and teachers healthy. Our policy and daily practice is that children coming off the school bus sign-in, put away their belongings in cubbies, and go directly to wash hands before snacking or playing. Children are also required to wash hands before every late afternoon snack time (5 p.m.) as well. In addition, our front desk staffer on duty is charged with speaking to each child exiting the restroom to ensure that they have washed their hands with “lots of soap and water”. Many times, these children find themselves returning to the restroom to complete the task. Several years ago, in an effort to promote the washing of hands for children and teachers, we procured attractive posters from the Center for Disease Control. These are now displayed, at the children’s eye level, over each of our classroom sinks. We feel this is another simple way to reinforce the healthy habit of hand washing with the children.

